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MINUTES

MEDICAL STAFF CAREER SERVICE BOARD MEETING  
Wednesday, 27 January 1960

Present: C/MS - Chairman . . . . . Dr. Tietjen  
DC/MS - Voting Member . . . . . Dr.  
C/OD - Voting Member . . . . . Dr.  
C/PS - Voting Member . . . . . Dr.  
C/CD - Voting Member . . . . . Dr.  
Personnel Placement Officer . . . . . Mr.  
C/SD - Executive Secretary . . . . . Mr.  
Secretary to C/MS - Recording Secretary . . . . . Mis

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1. Training of SD:SM Personnel

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Mr. [ ] the Medical Staff Training Officer, was present at this Meeting to discuss his two memoranda, "Recommended Training Program for Medical Staff Personnel" dated 22 September 1959, and "Training Opportunities" dated 27 October 1959. Mr. [ ] also presented statistical information which showed that the Medical Staff has fallen short during the past two years of the Agency policy of 5 per cent personnel in training. A list of Headquarters Medical Staff personnel who have not attended the required Agency course was given each Member.

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The Training Officer outlined generally his concept of an internal Medical Staff training course designed to acquaint medical technicians with all responsibilities they may have in any assignment. This course would consist of lectures by Medical Staff personnel, e.g. C/CD would present lectures on clinical medicine, C/PS on recognition of psychiatric symptoms, DC/SD on supply, etc. Experience in handling [ ] problems could be gained through TDY assignments [ ]. These lectures would be supplemented by required reading on the part of the trainee. The Members expressed interest in the development of such a course and indicated their willingness to cooperate. The Training Officer was requested to develop a curriculum and to return to a Career Board Meeting for its presentation. Participation in such a course would be credited toward the Medical Staff 5 per cent training goal.

C/PS indicated his personnel receive briefings and lectures by individuals, both officials of the Agency and consultants, and asked if this could not be interpreted as training and thus credited to the 5 per cent. He was requested to address a memorandum to the Training Officer outlining the content of these briefings and lectures, their purpose, the number of students participating, and the number of hours per week thus spent. The Training Officer will also investigate with the Office of Training whether or not attendance at professional conventions and participation in military reserve training can be included in the 5 per cent figure.

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Approved For Release 2002/11/01 : CIA-RDP78-06180A000200050014-6

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